

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Dept for W,C,D &SC – Introduction of online submission of Tour Diaries
by RDDs, PD's & CDPO's – w.e.f April, 2011 – Orders issued –Regarding.

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DEPARTMENT FOR WOMEN CHILDREN DISABLED AND SENIOR CITIZENS (ICDS)

G.O.Ms.No. 14

Dated: 28-03-2011.

ORDER:

Government, with a view to achieve universalization of ICDS with quality through effective implementation of the scheme, particularly in vulnerable habitations and to minimize the time and errors etc in manual reporting by Women Development & Child Welfare officials hereby introduce a new software for online reporting of Tour Diaries which is hosted in a separate window **“e-sadhana”- an endeavor for excellence** in the department website at <http://wcdsc.ap.nic.in>.

2. Government, hereby direct all Regional Deputy Directors, Project Directors and Child Development Project Officers to submit their monthly Tour Diaries online with effect from April, 2010 replacing the existing practice. In respect of the Tour diaries for the months of April, 2010 to March, 2011, the officer concerned shall only mention the dates and names of Anganwadi Centres, Institutions and offices they have visited. The observations and details of such visits need not be mentioned. Similarly, they should mention the Convergence meetings, NH Days they have attended during each month for 2010-2011. From April, 2011 onwards, they shall however, enter all details online as prescribed in the software.

3. All Regional Deputy Directors, Project Directors and Child Development Project Officers should at the end of every day log on, select the appropriate box and enter the details of the activities accordingly.

4. Any incorrect, false or exaggerated reporting of information will be viewed seriously and individuals concerned liable for disciplinary action apart from adverse remarks in their Annual Confidential Reports.

5. The performance appraisal of all Regional Deputy Directors, Project Directors and Child Development Project Officers will be made based also on the information so furnished by them in their Tour Diaries.

6. The Commissioner, Women Development & Child Welfare shall monitor and ensure proper and prompt submission of tour diaries accordingly and take appropriate measures to recognize quality work, with the contrary also being noted in the Performance Appraisal Report of the officers concerned. The Commissioner, Women Development & Child Welfare shall issue instructions accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

M.CHAYA RATAN,
SPL. CHIEF SECRETARY TO GOVERNMENT.

To
All Regional Deputy Directors, Project Directors and Child Development

(P.T.O.)

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Project Officers ***through*** Commissioner, WD& CW, Hyderabad.
The Commissioner, WD & CW Department, Hyderabad.

Copy to:

All District Collectors.

PS to Minister (IKP, Pensions, SHGs & WD,CW,DW&JW).

GAD (Services C) Department for information.

PS to Secretary to Ministry of Women & Child Development, GOI,
New Delhi.

Spl. Secretary to CM.

PS to Chief Secretary,

PS to Special Chief Secretary to Govt, Dept for WCD &SC.

SF/ SCs

//FORWARDED :: BY ORDER//

SECTION OFFICER